

December 11, 2003

04-076

AUTHORIZE CONTRACT EXTENSIONS FOR THE  
FOLLOWING CONTRACTS: THIRD PARTY  
ADMINISTRATOR FOR WORKERS' COMPENSATION  
PROGRAM, BENEFITS AND COMPENSATION  
CONSULTING SERVICES, AND EMPLOYEE  
ASSISTANCE PROGRAM SERVICES

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FINANCIAL  
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REPORT: Several contracts in the Human Resources Department will expire before or as of December 31, 2003, and are all at the end of their maximum Board approved terms. However, they all require new formal Request for Proposals (RFP) processes that will take several months to complete, so they must each be extended for a period of not-to-exceed six (6) months. These contracts are:

1. Third Party Administrator for Workers' Compensation Program contract with Johnston & Culberson, awarded per Resolution 98-127, expires December 31, 2003.
2. Benefits and Compensation Consulting Services contracts with William M. Mercer, and HR Northwest, both awarded per Resolution 98-146, both expire December 31, 2003.
3. Employee Assistance Program Services contract with Managed Health Network, awarded per Resolution 99-008, expired November 1, 2003.

RECOMMENDATION: That the Board of Directors authorize not-to-exceed six (6) month contract extensions for the HR contracts listed above, which will then allow sufficient time for new RFP processes to be completed to establish new long-term contracts for these services. Expenditures for each extension will be approximately \$25,000 per contract, and will be from the General Fund.